



Boundary Line Adjustment Submittal Checklist

For PDS Use Only

PROJECT FILE NUMBER: _____ PROJECT NAME: _____

In applying for a Boundary Line Adjustment, the following items **MUST** be submitted:

1. _____ **Original and 5 copies** of the Boundary Line Adjustment application (“Affidavit of Boundary Line Adjustment”) completed (see the attached form). The revised legal descriptions must be certified by a licensed surveyor or title company. If the Boundary Line Adjustment is a single application for multiple properties, submit **original and 5 copies** of accompanying Record of Survey.
2. _____ **Original and 5 copies** of an 8½x11 inch or 8½x14 inch map/plot plan drawn at a scale no greater than 1 inch = 50 feet or other scale allowed by Planning & Development Services. The map/plot plan must show:
 - _____ Locations of all existing structures and drainfields, if applicable;
 - _____ Distances of structures and drainfields from existing and proposed property lines; and
 - _____ Scale of the plan and north arrow.

The above documents must conform to Auditor’s recording requirements.

3. _____ Filing fee(s) pursuant to SCC 30.86.140

AUTHORITY: Snohomish County Code 30.70.030 authorizes the Director of Planning and Development Services to establish and revise submittal requirements for all permit applications. These requirements are hereby established as shown above, and shall be on file with the department. Due to site-specific circumstances, the Director or his designee may waive individual requirements on a case-by-case basis.